

**2011 OPERATING PLAN BETWEEN  
THE UNITED STATES DEPARTMENT OF AGRICULTURE  
FOREST SERVICE  
REGION 3 SOUTHWESTERN REGION FIRE AND AVIATION MANAGEMENT  
AND  
REGION 1 NORTHERN REGION FIRE AND AVIATION MANAGEMENT**

This annual operating plan is tiered to the Agreement No. 07-1A-11031600-134 that was developed between Forest Service Northern Region, Region 1, and the Southwest Region, Region 3, in 2007. The Northern and Southwestern Regions have recognized that partnering on a formal basis will afford opportunities to markedly improve wildland fire management efficiency for both regions. Since 2001 the two regions have informally exchanged resources on an individual, as available basis. In 2006 the regions began exploring a more formal and comprehensive resource sharing arrangement; because there was a need for technical expertise that one region lacked and the other possessed, non-conflicting fire seasons, and mutual recognition of benefits received.

The overall goal of this Operating plan outlines operating procedures, forest contacts and ordering procedures. The intent is to maintain or increase each region's individual wildland fire management capability in a flat or declining budget situation. The focus will be on sharing resources rather than transferring money. Resources ordered under the agreement will be ordered utilizing regular program dollars. Resources will be utilized and managed at the receiving unit as a home unit resource, available for assignment within the full spectrum of fire management activities.

## **OPERATING PROCEDURES**

Typically fire season in the Southwestern Region starts around April 15<sup>th</sup> and ends with arrival of the monsoons in mid-July. Fire season in the Northern Rockies begins about mid July and normally runs to mid September. Once the monsoons are established in the Southwest and the fire danger is no longer a concern, R-3 will provide resources commensurate with its fall burning program and will be made available to support Region 1. Region 1 resources are available in April to support R-3 and will be balanced with the spring burning needs of R-1 as well. Resource sharing is not limited to just the fire seasons but can be shared through out the year as needed.

Each Forest or Grassland will establish relationships with their forest or Grassland pairing counterparts to provide a communication link and consistency in leadership. Resources obtained are not limited to the Forest/Grassland units from which each Forest/Grassland is paired with. If a requested resource is not available on a partnered unit FMO's will send a note to the other FMO's and regional operations in their respective region identifying the resource needed and unit contact. Once a resource is located the FMO's of the unit providing the resource and the requesting unit will coordinate on time frames, travel, and funding.

Before an order is placed, both units need to communicate to ensure that the proper order is processed and the resource is available. No resources will be dispatched without a resource order. This applies to replacement/rotation resources as well. Both units should be in agreement on the job code and the length of the tour, prior to documenting a resource order and actually sending the resource.

The ordering process will go through the proper dispatch channels. Resources will be name requested with all of the resource identifiers listed on the resource order. For fire preparedness the resource home unit will cover base salaries. The receiving unit will cover travel and overtime. Once a resource is at a host unit, it will be managed as a local resource at the receiving unit.

When the resource is utilized on an incident it will charge its time to that incident. Resources that are ordered for project work will charge their time to that project. Details and agreements will be worked out between the two unit FMO's. There is not a guarantee of extra hours. Resources are only guaranteed their regular base hours. Resources will be managed by the receiving unit as a home resource and hours will be determined by local unit needs to meet fire management demands. (Example Resource order attached.)

Resources filling orders shall be qualified for the position being filled. Personnel are expected to act in a professional manner. If performance or discipline problems are encountered the home unit of the resource needing attention will be notified and the issue will be resolved within administrative procedures to the satisfaction of both sending and receiving units. Unprofessional behavior will result in a person being sent back to the home unit and appropriate documentation will be provided.

Training and expanding the experience of Line Officers will also be utilized under this agreement. Needs and lists for Line Officers, both for coaching and training, will be coordinated by Deputy Regional Foresters. Tom Schmidt will be the contact for R-1 and Gilbert Zepeda for R-3 and/or acting.

## Financial Management

### Pay:

- If an employee's detail is funded by WFPR or WFHF (or any other non-WFSU code), the pay rules in the Interagency Incident Business Management Handbook cannot be used. *Please refer to the Interagency Incident Business Management Handbook (IIBMH) 12.1-3 Detail Assignments.*
- Suppression rules for length of assignment (IIBMH 12.7-2.2.) and days off upon return (IIBMH 12.7-2.3) have been particularly misunderstood/misused for detail assignments. The detail (funded by WFPR, WFHF, or any other non-WFSU code) is not covered by the suppression rules in the IIBMH. **A project leader or line officer does not have the delegated authority to grant paid days off upon return from a detail assignment.** *The fact that an employee is away from their duty station does not allow them the length of assignment and days off upon return entitlements that apply only to suppression assignments.* If an employee does work on a suppression event(s) while on the detail, the employee must be reassigned to a resource order for the suppression event and they must be assigned to a 14 days of suppression work for length of assignment before the paid days off suppression rules apply.
- Work/rest for project work is not the same as suppression work/rest rules. Safety rules for project work/rest must be practiced by the host unit, which should include days off (work/rest).
- If an employee does work on a suppression event(s) while on the detail, the employee must be reassigned to the resource order for the suppression event and they must be assigned to 14 days of suppression work for length of assignment and paid days off suppression rules to apply.

### Travel:

- Travel will be paid by the receiving unit.
- Travel compensation for detail assignments is also not covered by the emergency travel/pay regulations in the IIBMH (12.3) and may not meet the definition of overtime. For detail assignments, normal federal travel regulations apply based on the traveler's FLSA status (exempt/nonexempt).

## FOREST PAIRINGS & CONTACT INFORMATION R-1/R-3:

This pairing is so that each unit has a communication link in each region. Units will not be limited to sharing resources only from their paired unit. Several units have multiple partners. Forest FMO's will assist coordination efforts to find resources in their region if they do not have the needed resource.

<b><u>R3</u></b>		<b><u>R1</u></b>
A/S	>	Bitterroot, Lolo
Carson	>	Custer
Cibola	>	Flathead, Dakota Prairie, Lolo
Coconino	>	Kootenai/Idaho Panhandle
Coronado	>	Lewis & Clark, Beaverhead-Deerlodge
Gila	>	Clear Nez
Kaibab	>	Clear/Nez
Lincoln	>	Beaverhead-Deerlodge, Lolo and Flathead
Prescott	>	Gallatin
Santa Fe	>	Flathead, Dakota Prairie, Lolo
Tonto	>	Helena

Each Region's Operations Specialist has the responsibility to track the performance of this operating plan. Any changes to the plan will be negotiated at an annual pre-season meeting. To assist in identifying needs. Regional Fire Operations Specialists will participate in regional FMO conference calls and may be contacted by any Forest FMO or Regional Assistant Directors, Agency Administrators. Assistant directors will assist and coordinate with their counterparts if necessary.

### POINTS OF CONTACT (Regional)

#### Northern Region:

Bob Gilman  
Northern Rockies Operations  
5765 West Broadway  
Missoula, Montana 59808  
Office: 406-329-4961  
Cell: 406-691-0380  
Fax: 406-329-4891

#### Southwest Region:

Richard M Nieto  
Regional Fire Operations Director  
333 Broadway Blvd. SW  
Albuquerque, NM 87102  
Office: 505-842-3418  
Cell: 505-250-4573  
Fax: 505-842-3806

Forest Level liaisons for R-1 are Mike Gagen and Bob Lippincott and for R-3 is Robert Morales for NM and Doug Ottosen for Arizona. Aviation coordination liaison for R-1 contact Bob Quirino. Contact numbers are listed below.

### Modifications to operating plan.

1. Modifications shall be made by mutual consent of the parties by the issuance of a written modification, signed and dated by both parties, not less than 30 days prior to the desired implementation date and must be agreed to and approved in writing by both parties.
2. Any significant changes to the provisions of this Operating Plan will be made in writing via a formal modification to the plan signed by the R-3 and R1 contacts.

3. No verbal statement by any person and no written statement by anyone other than the R-3 and R-1 contacts will be interpreted as modifying or otherwise affecting this agreement.

The parties agree that in the event of a dispute between the Southwestern Region and the Northern Region the following procedures will be employed: The parties will first attempt to resolve the dispute informally at the local level. If this procedure fails, then Regional Fire Operations will review the matter, meet personally or by telephone, and determine a resolution.

#### APPROVALS.

The undersigned agree to the terms and conditions of this Operating Plan.

Southwestern Region

____Richard M Nieto____	____04/01/2011____
Regional Fire Operation's	Date

Northern Region

____Bob Gilman____	____04/01/2011____
Regional Fire Operation's	Date

## Regional and Forest Contacts

### REGION 03

			<b>WORK</b>	<b>CELL</b>
A/S	Fire Staff	Jeff Borucki	(928) 333-6318	(928) 245-8780
	AFMO	Mark Empey	(928) 333-6315	(928) 245-8779
	Center Mgr.	Beth Spencer	(928) 532-2710	(928) 245-8781
	Asst Center Mgr.	Rita Smith	(928) 537-5305	
Carson	Fire Staff	Robert Morales	(505) 438-5630	(505) 660-1787
	FFMO	Duane Archuleta	(505) 438-5631	(505) 660-3295
	Center Mgr.	Eva Wilson	(575) 758-6350	(575) 779-3198
Cibola	Fire Staff	Bea Day	(505) 346-3874	(505) 967-8835
	Fuels Specialist	Lance Elmore	(505) 346-3880	(505) 414-6379
	Center Mgr.	James (Zoni) Anzalone	(505) 346-3877	(505) 401-1025
Coconino	FFMO	Don Muise	(928) 527-3556	(928) 606-5144
	Center Mgr.	Jeff Walther	(928) 527-3551	(928) 864-6036
	Fire Staff	Russ Copp	(928) 527-3550	(928) 606-3820
Coronado	FFMO	Pete Schwab	(520) 202-2702	(520) 991-7844
	Center Mgr.	Chuck Holt	(520) 202-2708	(520) 977-4178
	FAO	Caleb Berry	(520) 202-2703	
	Fire Staff	Vacant		
Gila	FFMO	Gabe Holquin	(575) 388-8233	(575) 383-6163
	Center Mgr.	Pete Masiel	(575) 388-8371	(575) 313-6930
	FAO	Vacant	(575) 388-8451	(575) 534-7709
	Fire Staff	Vacant		
Kaibab	Dep. Fire Staff	Doug Ottosen	(928) 635-8350	(928) 606-3076
	Center Mgr.	Norma Orozco	(928) 635-8355	(928) 853-5585
	Fire Staff	Dave Mertz	(928) 635-8340	(928) 606-2632
Lincoln	Fire Staff	Chad Stewart	(575) 434-7244	(575) 430-1153
	FFMO	Vacant		
	Center Mgr.	Nicole Finch	(877) 695-1663	(575) 437-2286
Prescott	Dep. Fire Staff	Jeff Andrews	(928) 777-5650	(928) 713-9802
	Center Mgr.	Kristi Sullivan	(928) 777-5700	(928) 928-0727
	Fire Staff	Pete Gordon	(928) 583-4079	
Santa Fe	Fire Staff	Robert Morales	(505) 438-5630	(505) 660-1787
	FFMO	Duane Archuleta	(505) 438-5631	(505) 660-3295
	Fire Planner	Steve Miranda	(575) 758-6342	(575) 613-0367
	Center Mgr.	Renee Isackson	(505) 438-5600	(505) 412-1528
Tonto	Fire Staff	Clay Templin	(602) 225-5220	(602) 525-1792
	Dep. Fire Staff	Helen Graham	(602) 225-5350	(602) 510-1761

Center Mgr.	Paul Womack	(480) 457-1520 (602) 653-9537
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**Region 1**

**work**

**cell**

**Beaverhead-Deerlodge**

FFMO	Tammy Clark	(406) 683-3990	406-660-2751
AFMO	Diana Allen	(406) 683-3976	406-223-0161
Center Mgr.	Vacant	(406) 683-3991	406-660-2316

**Bitterroot**

FFMO	Rick Floch	(406) 363-7186	406-360-1154
FAO	Dean Bitterman	(406) 363-7162	406-370-7024
Center Mgr.	Tony Lubke	(406) 375-2615	406-3604581

**Clear-Nez**

FFMO	Bob Lippincott	(208) 983-4066	208-983-5672
AFMO	Roger Staats	(208) 476-8301	208-983-5674
Center Mrg.	Dennis Crew	(208) 983-6801	208-451-0123
FAO	Willy Acton	(208) 983-9571	208-507-0942

**Custer**

FFMO	Scott Schuster	(406) 657-6243
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**Dakota Prairie**

FFMO	Maurie Sand	(701) 250-4463	701-39-4340
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**Flathead**

FFMO	Rick Connell	(406) 758-5261	406-250-5230
AFMO	Mike Goicoechea	(406) 758-5235	406-260-2453
Center Mgr.	Carol Bienhold	(406) 758-6486	406-253-9091

**Gallatin**

FFMO	Mike Gagen	(406)587-6717	406-223-1243
FAO	Steve Christman	(406)587-6893	406-539-3630
Center Mgr.	Gaylen Yeates	(406)587-6921	406-539-7131

**Helena**

FFMO	Brad McBratney	(406)791-7718
AFMO	Rita Chandler	(406) 495-3764
Center Mgr.	Steve Webb	(406) 449-5475
FAO	Bob Madill	(406) 495-3832

**Idaho Panhandle**

FFMO	Mike Behrens	(208)765-7499	208-659-1392
AFMO	Mike Almas	(208)765-7494	208-661-9548
Center Mgr.	Sally Estes	(208) 762-6904	208-659-1346
FAO	Bob Wing		

**Kootenai**

FFMO	Charlie Webster	(406)283-7733	406-291-2844
Center Mgr.	Jeff Stevenson	(406) 283-7775	406-291-1829
AFMO	Dan Rose	406-283-7742	406-291-0489

**Lewis and Clark**

FFMO	Brad McBratney	(406)791-7718	
Center Mgr.	Gail Thurston	(406)791-7707	406-888-7707
FAO	Ron Teig		

**Lolo**

FFMO	Laura Ward	(406)329-1089	406-531-9391
AFMO	vacant	(406)329-1039	
FAO	Maggie McDonald	(406)329-1074	406-491-3307

**Regional Office R3**

		<b>Work</b>	<b>Cell</b>
Center Manager	Kenan Jaycox	(505) 842-3880	(505) 362-7004
Ass't Coordinator	Rick Black	(505) 842-3473	(505) 362-0079
Regional Fire/Ops	Rich Nieto	(505) 842-3418	(505) 250-4573
Asst. Operations	Fred Hernandez	(505) 842 3804	(575) 313-9044
RAO	Kris Damsgaard	(505) 842-3359	(505) 503-0675
RASM	Jami Anzalone	(505) 842-3351	(505) 362-7024
Av. Mgmt Officer	Aaron Schoolcraft	(505) 842-3354	(505) 331-0952
Fixed Wing	Rance Irwin	(505) 842-3112	(505) 362-7027
HOS	Alex Stone	(505) 842-3466	(505) 362-7020
Fuels,	Emily Irwin	(505) 842-3281	
Budget and Planning	Ginger Brudevold-Black	(505) 842-3352	(505) 301-0929
Ground Safety		(505) 842-3140	
Deputy Director	Bill Vanbruggen	(505) 842-3206	
Fire Director	Bob Leaverton	(505) 842-3350	(505) 331-8922
Safety	Bequi Livingston	(505)842-3412	(505) 362-7028

**Regional Office R1**

Coordinator	Vacant	(406) 329-4709	
Ass't Coordinator	Judy Heintz	(406) 329-4708	
Operations	Bob Gilman	(406) 329-4961	(406) 691-0380
Operations Ass't.	Tim Murphy	(406) 829-7324	(406) 544-8466
RAO	Maggie Doherty	(406) 329-4903	(406) 370-3340
RASM	Gary Boyd	(406) 329-3235	(406) 370-9707
HOS	Bob Quirino	(406) 329-4915	(406) 370-3343
Fixed Wing	Ken Wabaunsee	(406) 329-4914	(406) 370-5896
Jumper Operations	Sarah Doehring	(406) 329-4704	
Ass't Jumper Ops.	Tory Kendrick	(406) 829-7362	(406) 370-5872
Silver Operations	Sarah Doehring	(406) 329-4704	(406) 370-5906
Ground Safety	Steve Zachery	(406) 329-4965	
Incident Business	Tracey Nimlos	(406) 329-3331	(406) 370-7152
Coop, Fire Prevention	Cathy Scofield	(406) 329-3409	(406) 370-0000
Fuels, Fire Use	Stu Hoyt	(406) 329-3266	
Planning, Budget	Shari Miller	(406) 329-3232	(406) 370-3462
DeputyDirector	Bill Avey	(406) 329-3296	(406) 546-5697
Director	Patricia Koppenol	(406) 329-3402	(406) 241-1136
Deputy RF	Tom Schmidt	(406) 329-3317	